OVERVIEW: Regional Capital Assistance Teams (RCATs)
Draft 9/11/2014

WHAT/WHY: Collaborative approach to reach economies of scale
- capital, maintenance and repair planning
- technical assistance
- bulk purchasing, capital planning, and capital projects

HOW: Three regional assistance teams to:
- Develop a capital, maintenance, and repair plan
- Preparing applications for special funding programs
- Implementing projects (capital and maintenance)
- Updating DHCDs systems that support capital and maintenance
- Other functions as needed

WHO FOR: Open to all LHAs, but required for LHAs <500 units
- Unless granted a waiver
- 218 LHAs affected (estimated: 45 Central , 42 West, 131 East)

WHO DELIVERS: Regional Capital Assistance Team hosted at an LHA
- Selected by RFP
- One team per region, with
  - Director, hired by host in consult w DHCD, and
  - Staff to manage and plan projects (single staff person cannot oversee more than 2500 units)
- Host LHA ED gets a salary increase (Need Regs)

WHO OVERSEES: 11 member board, separate than host LHA board
- 1 member is an LHA host board member – appointed by host
- 1 member is DHCD appointed – with 5 yrs experience managing 200+ private housing units
- 9 members are elected amongst participating LHA board members
- Required quarterly mtgs between board, host, regional director, and DHCD

KEY Qs: Regional Capital Asst Teams (RCATs)
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11 MEMBER BOARD (2 appointed, 9 elected)

1. What is the appointment process for Host Board member and DHCD Representative?
2. What is the nomination and election process for other board seats?
   1. One vote per participating LHA
   2. One vote per board member at participating LHAs
3. Shall we designate seats/officer positions for specific expertise/sectors?
   a. Tenant
   b. Union
   c. Technical (Construction Mgt/Design)
   d. Management/Maintenance
   e. Fiscal Oversight
   f. etc

PROGRAM

1. How are regions defined?
2. What program activities are managed by LHA vs RCAT vs DHCD?
3. Financial
   a. What is Regional Budget (formula on per unit/per LHA basis)?
   b. What is formula for Local ED salary increase?
   c. Is there a change in FF allocations for particpiants?
4. What are min quals of hosting LHA?
5. What are min quals of RCAT staff?
6. What is waiver process if under 500 units?
7. What is opt-in process if over 500 units?
8. How relate to other Reforms?
   a. Training and TA to Board Members
   b. LHA Performance
   c. Tenant Engagement
   d. Regional Innovation Pilots

TIMELINE: Regional Capital Asst Teams (RCATs)

Sept 14
- Establish WG and review Key Actions/Milestones

Oct 14
- Agree upon Board composition, election, and appointment Process
- Agree upon formula for increasing ED Salary at Host LHA
- Begin drafting Regs for above

Nov 14
- Define 3 territories for Regional Capital Assistance Teams (RCATs)
- 1st Outline Scope of Work for each RCAT

Dec 14
- 2nd Outline Scope of Work for each RCAT
- Outline Waiver and Opt-In Process

Jan 15
- Draft RFP out for WG Review
- Regs Finalized (Board Election & Host ED Salary)

Feb 15
- RFP posted on CommBuys
- Begin drafting new Regs for Tenant Participation in Capital Projects

Apr 15
- RFP responses due

May 15
- Program Guidelines finalized
- Contracts signed

June 15
- RCAT Board Elections

July 15
- First mtg of 3 RCAT Boards

Sept 15
- Hire 3 RCAT EDs

Dec 15
- Hire RCAT Staff & Begin Training

Jan 16
- Program Kick Off (Note: Surplus Land Survey is a required early activity)